



— Massachusetts —
COMMUNITY HEALTH AND
HEALTHY AGING FUNDS

CHIP Funding Stream Full Grant Application Questions

1. Summary (1-2 paragraphs) **Please respond to this question by clearly stating the central focus of your proposed project. Your answer should convey both the project's purpose and its intended long-term impact. You will have space in later questions to provide additional details. Be sure to structure your summary according to the bullet points provided below.*
 - a. [Applicant Name] is requesting [\$X] funding amount over [x years] to [Describe your projects overarching goal 1-2 sentences].
 - b. Brief problem statement
 - c. Describe 3-5 key activities you will employ to address the problem.

*Some key activities of the **Assessment** phase of a CHIP involve engaging community members and stakeholders, defining the community, employing equitable data collection methods (surveys, interviews, and focus groups), prioritizing impactful health issues, and documenting and sharing results in an accessible manner.*

*Some key activities of the **Planning** phase of a CHIP involve engaging strategic partnerships, setting goals and objectives, assembling an implementation team, developing action plans, measuring progress, and maintaining community engagement throughout.*

*Some key activities of the **Implementation** phase of a CHIP involve translating plans into action through coordinated efforts across sectors and stakeholders. This includes launching programs and initiatives aligned with identified priorities, maintaining strong communication and accountability structures, and continuously engaging community members to ensure responsiveness and relevance.*

As you respond to each of the questions below, please be sure to reference relevant CHIP phases and key activities to support your answers.

2. What is the current status or history of your CHIP process?
 - a. If this is your first CHIP, what phase are you in, and what key activities have been completed or are planned?
 - b. If you have completed a CHIP in the past, how do you plan to incorporate lessons learned or feedback to strengthen your current or future efforts?
3. How do you currently define the community you seek to improve with your CHIP work?

4. What led your organization to recognize the need for community health improvement planning, and what specific barriers or inequities are you aiming to address through this process?
 - a. What data, community input, and/or other factors inform that decision?
 - b. How will you leverage community strengths, assets, and opportunities in your approach to addressing this problem?
5. How would you describe the overall approach to implementing your CHIP process (i.e. community engagement, use of racial equity, upstream strategies, etc.)? Please include key components of current [CHIP phase\(s\)](#) into your response.
6. List or describe data sources that will be used in this CHIP process.
 - a. *Qualitative data refers to the collection of stories.*
 - b. *Quantitative data refers to the collection of numbers.*
7. A successful CHIP requires sustained effort, deep community engagement, and cross-sector collaboration. Describe the staffing structure and support system you will need to conduct a successful CHIP process from assessment through implementation? (i.e. coordinator, evaluator, etc.)
8. Describe the group, organization, agency, partnership, or coalition implementing the approach. Please describe the key strengths of your organization, coalition, etc.?
 - a. Mission/Vision
 - b. Brief history
9. List up to 5 key partners, their roles, and how you will work together. How will these partnerships be leveraged to deepen impact, build collective power, and ensure accountability to the communities you serve?
10. How does your organization center the voices, leadership, and lived experiences of community members, especially those most impacted by health inequities, in shaping and guiding this work? What role will they or have they played in the leadership, design, implementation, and evaluation of this work? Please review the [Public Participation Spectrum for more context](#)
11. Describe your plan for cultivating long-term, reciprocal relationships with community members. How will you ensure these connections are sustained beyond the life of this funding?
 - a. Tell us about a previous community engagement challenge your organization faced and how you overcame it.
12. The Funds are committed to addressing the root causes of health inequities, specifically, institutional and structural racism. Describe the top three ways your organization is currently advancing or actively working to advance health and racial equity through its internal policies, practices, and culture. Highlight specific strategies, decision-making processes, or accountability mechanisms that reflect this commitment.

Previous or Current MACHHAF Awardee Question:

1. What changes have you observed in your community as a result of your previous MACHHAF efforts?
 - a. Can you share one success story from your MACHHAF work? How do you plan to build on that success moving forward?
 - b. What challenges did you encounter during your previous work, and how do you plan to address them in the future?

- c. Are you seeking funding as a continuation of your existing Funds work or is it for a new initiative?

Optional & No points question:

1. In light of ongoing public health challenges, shifting political landscapes, and evolving community needs, how has your organization adapted its strategies or programming to respond to emerging issues affecting the populations you serve?